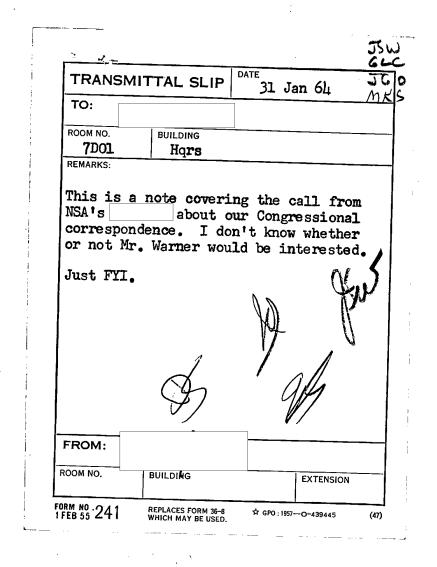
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31 January 1964

MEMORANDUM FOR FILE.

	SUBJECT: Congressional Correspondence
STAT	of the MSA Personnel Office called this office on 31 January in connection with a survey he is making of all agencies concerning their Congressional correspondence. He requested an estimate of the number of Congressional referrals or inquiries about applicants received each month and the title of the official signing replies.
STAT	that we averaged about ten per week and that our letters to Congressmen and Senators were normally signed by our Legislative Counsel. He asked about the organizational location of the Legislative Counsel and I explained that this was an additional duty of our Deputy Ceneral Counsel. I also noted that some Congressional correspondence was signed by the Director of Central Intelligence. He volunteered the information that such correspondence was signed by the Director of Porsonnel for MSA unless it had been addressed to the Director of MSA on a personal basis. From his remarks, I gathered that MSA does not have an official with responsibilities in this area similar to those of our Legislative Counsel.

STAT

ExAsst/DPers